

# Minutes of Administrative Committee Meeting

12 October 1993

Time: 8.00pm

## Present

Donie Egan, Chairman, Mary Allen, Fr. Denis, Rev. F. Phelan, Fergal Collins, J. Coote, T. McAssey, Michael Sills, R. Kerr, F. Burke, B. Shaw.

## Apologies

Mgr. Stack, Una Cooper, A. Finan.

Fergal Collins (Chairman of the month) opened the meeting and welcomed everyone especially the new members.

## 1. Election of Officers

In accordance with the Constitution the meeting proceeded to elect a Chairman, Vice Chairman, Secretary and Treasurer.

### Chairman

#### Nominations

Donie Egan

J. Coote

Michael Sills

#### Proposed

B. Shaw

Mary Allen

J. Coote

#### Seconded

T. McAssey

Michael Sills

John Coote and Michael Sills felt they could not accept the nomination at this time. Long discussion on the qualities required of a Chairman: ability, attachment, time. Finally Donie Egan accepted the nomination and was duly elected unanimously. Donie accepted and stated that his commitment would be restricted to attending meetings.

**Vice Chairman:** M. Sills was nominated as Vice Chairman. He was proposed by Mary Allen and seconded by J. Coote. There were no other nominations for Vice Chairman. Michael Sills accepted the nomination and was duly elected unanimously.

**Secretary:** Donie then took the Chair and proceeded with nominations for Secretary. Una Cooper proposed by Mary Allen and seconded by Finbar Burke. Father Denis read a letter from Una Cooper stating that if she was nominated she would accept election. Una was duly elected unanimously. Father Denis presented the idea of a Minute Secretary and that he found a person willing to offer her services, namely Yvonne Price. The meeting wished to know more about her before appointing her.

**Treasurer:** Finbar Burke proposed Father Denis, seconded by Mary Allen. Father Denis accepted the nomination and was duly elected unanimously.

The new Chairman hopes that there will be a greater attendance at monthly meetings. He promised set Agendas for the coming year to tackle the problems facing the centre.

Request was made for minutes to be numbered consecutively throughout the year.

## **2. Minutes of previous month adopted**

Proposed by F. Phelan and seconded by Michael Sills. Minutes of special meeting to discuss licence were not available. Donie suggested that the minutes be compiled from members notes.

## **3. Matters arising from minutes**

Proposed that a rent of £ 60 per week should be charged to M.T.C. The matter of their insurance has still not been settled. As this is not only a fiscal matter but also a political one relating to our grant from Camden Father Denis asked to contact Dave Horan who is a councillor and also Chairman of M.T.C.

## **4. Financial Report**

Jim Reynolds commented on the finances of the limited company and pointed out that the net profit of £ 9,735 was nearly £ 500 over budget. In answer to a question from the Chairman he said that as at 30/09/93 Saxon Inns owed us approximately £ 10K for concession fee which would cover the accounting periods July, August, September.

In the general Development Account there was a surplus of £ 9,941 compared with the Budget of £ 6,800. The variance was explained by saving in the areas of Repairs and Renewals and Printing, Postage and Stationery.

Jim Reynolds pointed out that in the "Welfare" the deficiency for 6 months was running at £ 41,600 above the budget. He explained that at the year end he had brought forward a large part of the Dion Grant which was to be written off over the first seven month of the current year, but that the auditors, Touche Ross and Co disagreed and there was therefore no carry forward into this year.

Jim Reynolds then advised the meeting that at the time our income so far this year was running at approximately £ 56K less than the previous financial year which represented a fall of 23% year on year.



## **5. Welfare Report**

see Christine's report

## **6. Hostels Report**

Father Carolan presented this report. No problems with staff at Conway House. Two new staff employed. One is a computer expert, he is responsible for employment and training. Conway House has been full for the last three weeks. Numbers have been purposely kept low to improve the attitude of the residents.

New Sister in at St Louise's, Sister Rosalee. Meeting recorded its gratitude to Sister Gertrude who is gone on sabbatical.

80% of the residents at Conway House are unemployed. Only two girls are unemployed at St Louise. Currently looking for new Assistant Manager at St Louise.

### **New developments being looked at:**

Randolph Street has received Housing Corporation approval. Purchase of site in Leighton Road is in process. The I.C. is represented by J. Coote and Father Denis on Irish Centre Hostels Management Committee. There is a good mixture of talent on the I.C. Hostels Management Committee.

Chairman thanked Father Carolan for his report.

## **7. Concession Saxon Inns**

Concession fee arrears currently £ 10,000. Finbar Burke asked reason for this. Explanation given was trading losses. Situation discussed at length. Meeting was reminded of formal proposal to clear arrears given to Directors of I.C. Ltd by M.D. Saxon Inns. Monthly fees will resume in October 93 plus £ 1,000 per month to clear arrears. The Directors have also requested a payment of £ 4,000 for month of September and to have all arrears cleared by 31st March 1994. While accepting that the situation was unsatisfactory the members were reminded that in paying the overheads Saxon are keeping the Centre open. It should be borne in mind that the new Manager was proving quite successful. The Centre has been cleaned up at no cost to us and there is evidence of a greater commitment by Saxon Inns. The Directors of I.C. Ltd meet regularly with M.D. of Saxon Inns and Father Denis has daily contact with the Manager.

B. Shaw remarked that too many people are refusing to come back.

Chairman Stated that this committee must address the question of the Irish Centre's role in the light of changing demands.

The matter of changes to the licence was discussed. Meeting held with the Social Committee was constructive and need for further meeting to remove objection

**Date of next Meeting: Tuesday 2nd November - 8.00pm**